



Miami County Public Health

Board of Health Meeting – December 15, 2022

Miami County Public Health Office – In person with some participants via Zoom
510 West Water Street
Troy, Ohio

December 15, 2022

Meeting Minutes

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** January 26, 2023, at 9:00 a.m.
3. **Additions to and adoption of agenda:** No changes.
4. **Approval of Minutes:**
 - » November 17, 2022, Regular Session: A motion was made by Mr. Ristoff to approve the minutes as presented. Mrs. Pittenger seconded the motion. All voted in favor except Mrs. Quillen who abstained due to not being present at the meeting.
5. **Old Business:** None
6. **New Business:**
 - » **Resolution 2022-12-15-01 Resolution to sell unneeded, obsolete, or unfit property by internet auction (Propes):** A motion was made by Mrs. Baird and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken, and the resolution passed.
Mrs. Pittenger: Yes Mr. Ristoff: No vote Mrs. Quillen: Yes Mrs. Welker: Absent
Mrs. Sutherly: Yes Mrs. Baird: Yes Mr. Sarver: Absent Dr. Nims: Yes
 - » **Policy Updates – Sick Leave Conversion (Propes):** In addition to the current language in MCPH Personnel Policies for sick leave conversion the following will be added to the current policy and is effective immediately.
Employees that have accumulated unused medical leave credit in excess of nine hundred (900) hours shall annually (once per calendar year) have the option to convert up to two (2) additional days of vacation using the same one (1) vacation day for every three (3) days unused medical leave calculation outlined in Miami County Public Health's Personnel Policies.

After discussion, Mrs. Pittenger made a motion to approve the additional language to the sick leave conversion policy. Mrs. Baird seconded the motion. All voted in favor.
 - » **Policy Updates – Flexible Work Schedule (Propes):** Mr. Propes presented the Flexible Work Schedule Policy to the Board. After discussion, Mrs. Baird made a



Miami County Public Health

Board of Health Meeting – December 15, 2022

Miami County Public Health Office – In person with some participants via Zoom
510 West Water Street
Troy, Ohio

motion to approve the policy as presented. Mrs. Pittenger seconded the motion. All voted in favor.

- » **Election of Officers (Propes):** After discussion, Mr. Ristoff made a motion to nominate Mrs. Baird as the 2023 Board of Health President, Carol Sutherly as 1st Vice President, and Mrs. Welker as 2nd Vice President. Mrs. Pittenger seconded the motion. All voted in favor.

7. Financial Reports:

- » **Budget Report – November 2022** – Mr. Propes reviewed the report with the Board. After discussion, Mrs. Pittenger made the motion to accept the Budget Report as presented. Mrs. Quillen seconded the motion. All voted in favor.
- » **Expenditure Report – November 2022** – Mr. Propes reviewed the report with the Board. After discussion, Mrs. Pittenger made the motion to accept the Expenditure Report as presented. Mrs. Baird seconded the motion. All voted in favor.

8. Health Commissioner's supplemental report (Propes):

- » Flu cases are continuing to rise and are peaking early.
- » Measle cases are increasing. Currently, Columbus is dealing with an outbreak of unvaccinated children that is spreading into other counties. Staff are working with our school nurses to be proactive.
- » Interviews for the Environmental Health (EH) Clerk are beginning. Mr. Propes requested permission to fill the position due to the Board not meeting for 6 weeks. Mrs. Pittenger made a motion to move forward with the hiring of the EH Clerk position. Mrs. Sutherly seconded the motion. All voted in favor.
- » Food inspection survey methodology is being reviewed at the state level in hopes to amend some of the challenges that have come about with the new survey process.

9. Additional Business:

- » Mr. Ristoff requested programs and office space be evaluated to determine if there are any improvement opportunities. Mr. Propes reported the office space in the Nursing



Miami County Public Health

Board of Health Meeting – December 15, 2022

Miami County Public Health Office – In person with some participants via Zoom
510 West Water Street
Troy, Ohio

area will be renovated in 2023. Also, Community Services staff are working with our schools on a curriculum to address vaping.

- » MCPH will be completing a new Strategic Plan in 2023. Two Board of Health members were requested to participate. Carol Sutherly and Ann Baird volunteered.

10. Public Comment: None

11. Adjournment: A motion to adjourn was made by Mrs. Pittenger and seconded by Mrs. Sutherly.

All voted in favor.



Ann Baird

Date

Board of Health President


_____ 1/24/23

Dennis R Propes

Date

Health Commissioner